

All of the records indicated below are to be kept together in an operating record near the site or at an alternate location approved by the enforcement agency. (20510 (f))

T 27 20510 CIWMB Disposal Site Records

- (a) Weight & Volume Records
- (b) Records of excavations which may affect the safe and proper operation of the site or cause damage to adjoining properties.
- (c) Log of Special Occurrences
- (d) Record of Personnel Training *as required by 20610*.
- (e) Copy of written notification to the EA, local health agency, and local fire authority of names, addresses and telephone numbers of the operator or responsible party.
- (g) Records for the Disposal Reporting System as required by Title 14 California Code of Regulations section 18800 et seq.

T 27 20515 CIWMB-MSWLF Unit Records - The following information must be recorded as it becomes available:

- (1) Airport location restrictions
- (2) Records of random inspections, records of training to identify regulated hazardous and PCB waste, and notification procedures of DTSC if a regulated hazardous waste or PCB's are encountered.
- (3) Gas monitoring results and any remediation plans.
- (4) Closure/Postclosure Maintenance Plans
- (5) Cost estimates, financial assurance documentation.
- (6) Compliance with small landfill exemption.

T 27 20517 Document of EA Approvals/Determinations/Requirements — EA written authorizations to the operator shall be placed in the operating record.

T 27 20690 Alternative Daily Cover

- (a)(5) ... record of waste derived alternative daily cover in accordance with Title 14, California Code of Regulations, section 18800 et. seq., (the type, quantity and origin of each waste derived alternative daily cover material applied as cover).

# Disposal Report Content Requirements as of 01/01/2006 for a Landfill (18810.9)

1/24/06

*(revised requirements effective 1/1/06 are shown in blue, italicized font)*

## Quarterly Disposal Report to Agency

### TO AGENCY

Operator shall provide quarterly information to the host agency. Operator shall keep copies of the quarterly information and all supporting documentation. The operator shall report:

#### Summary Information

- (1) the landfill name and SWIS number
- (2) the reporting quarter and year

#### Tons by Each Jurisdiction of Origin

*(3) tons of all solid waste and all materials accepted at the facility, excluding soil used on site*

(4) tons reused onsite as:

- (A) alternative daily cover (ADC), listed by material type
- (B) alternative intermediate cover (AIC), listed by material type

(5) the tons of solid waste disposed at the landfill

#### Summary Data

Operator shall also provide quarterly summary information to the host agency and shall report:

- (1) total tons of soil used onsite (cover/site improvements)*
- (2) total tons of solid waste accepted, excluding soil used onsite*
- (3) total tons of solid waste reused onsite as:
  - (A) alternative daily cover (ADC), by material type
  - (B) alternative intermediate cover (AIC), by material type
  - (C) other beneficial reuse, by material type*
- (4) total tons of solid waste sent off-site for reuse, recycling, or composting*
- (5) total tons of solid waste disposed at the landfill
- (6) total tons reported to the Board of Equalization (if requested, operator must send host agency a copy of the IWM Fee Return)*
- (7) either the estimated in-place density achieved at the landfill in units of pounds per cubic yard and the estimated waste-to-cover ratio used at the landfill during the quarter, OR the airspace utilization factor (tons of waste per cubic yard of landfill space) for the quarter*

#### Summary of Methodology

(8) A brief summary of the methods used to determine the jurisdictions of origin

### TO JURISDICTIONS

*Upon request, this information shall also be made available to affected jurisdictions. In lieu of sending a quarterly report directly to affected jurisdictions, an operator may submit quarterly disposal information using the Board's electronic disposal reporting system and affected jurisdictions would access the data using the Board's web site.*

**NOTE:** *The following items are excluded from the reporting requirement, but still need to be tracked by jurisdiction of origin and made available upon request:*

- (1) the tons of other beneficial reuse (excluding ADC/AIC) not disposed*
- (2) the tons of C&D/Inert debris disposed*
- (3) the tons of each type of designated waste disposed*
- (4) the tons of disaster waste disposed*

## Annual Methods Report to Agency

*Operator shall send an annual report on disposal reporting methods to the host agency. Operator shall keep a copy of the annual report in the facility's records. The report shall cover each year beginning on January 1 and ending on December 31 and shall include the following:*

#### Facility Contact Information

- (1) the facility name and SWIS number*
- (2) operator name*
- (3) operator mailing address*
- (4) operator telephone number*
- (5) operator email address, if available*

#### Weighing Information

- (6) the number and types of scales, if applicable*
- (7) all volumetric conversion factors used for each vehicle and/or trailer type and/or load type and a description of the method used to determine the conversion factors*

#### Origin Survey Information

- (8) frequency of each type of origin survey*
- (9A) percentage of each jurisdiction's total disposal tons that was based on origin information collected during a one-week per quarter survey period, if applicable*
- (9B) percentage of each jurisdiction's total disposal tons that were based on volumetric conversion factors instead of actual weights*
- (10) method(s) of determining origin, including the questions gate attendants ask haulers*
- (11) method(s), if any, used to verify origin information*
- (12) any restrictions on which jurisdictions may use the landfill*
- (13) any differences in tipping fees based on jurisdiction of origin*

#### Computer Systems/Tracking Methods

- (14) a listing or description of the computer program(s) (for example, PC Scale or WasteWORKS) or method used to track waste tonnage and origin information*
- (15) method(s) used to track the amounts of alternative daily cover, alternative intermediate cover, and other beneficial reuse materials used at the facility*
- (16) the method(s) used to track C&D debris/inert debris loads, if applicable*
- (17) designated waste types accepted and method of tracking designated waste, if applicable*
- (18) the method(s) used to track disaster waste loads, if applicable*

#### Other Facility Information

- (19) the days and hours of operation, including all significant seasonal variations*
- (20) either the calculated in-place density achieved at the landfill in units of pounds per cubic yard and the calculated waste-to-cover ratio used at the landfill during the quarter, OR the airspace utilization factor (tons of waste per cubic yard of landfill space) for the quarter AND all methods used to calculate these factors*